

Mid-Missouri Regional Planning Commission
Board of Directors Meeting
Wednesday, December 14, 2011
Meeting Minutes

DRAFT

Attendees:

Pam Murray
Pat Cunningham
Dan Atwill
Gabe Craighead
Norris Gerhart
Lowell Eaton
Les Hudson
Eddie Brickner
Ed Siegmund
Lee Ann Jestis
Debra Griffin

Representing:

City of Holts Summit
City of New Franklin
Boone County
Callaway County
City of California
Howard County
City of Fulton
Cooper County
Mid-MO Regional Planning Commission (Mid-MO RPC)
Mid-MO RPC
Mid-MO RPC

Agenda Item I. Welcome

Agenda Item II. Call to Order

Chairman Lowell Eaton called the meeting to order at 5:36 pm. Introductions were made by those present.

Agenda Item III. Review and Approval of Minutes

Les Hudson motioned to approve the Board of Director's meeting minutes from the October 26, 2011 meeting, Gabe Craighead seconded the motion and it passed unanimously.

Agenda Item IV. Financial Reports

Pat Cunningham presented the November and December Treasurer's Reports. Ms. Cunningham indicated expenditures for November totaled \$26,440.21 and a total of \$52,477.13, in revenues received. Total fund balance projected for November including reserves is \$182,154.43.

Ms. Cunningham presented the 2011-12 budget report for the month of November. She indicated that we are five months (42%) into the fiscal year, with budget line items tracking accordingly. Ms. Cunningham explained the total budget expenditures are at 32%.

Norris Gerhart motioned to approve the November Treasurer's Report and Budget Report as presented. Eddie Brickner seconded the motion and it passed unanimously.

Ms. Cunningham reported the expenditures for December totaled \$32,223.85 and a total of \$4,656.11 in revenues received. Total fund balance projected for December including reserves is \$154,692.26.

Ms. Cunningham presented the budget report for the month of December. She indicated that we are six months (50%) into the fiscal year, with budget line items tracking accordingly. The total budget expenditures are at 40%.

Pam Murray motioned to approve the December Treasurer's Report and Budget Report as presented. Les Hudson seconded the motion and it passed unanimously.

Ed Siegmund requested approval from the Board to meet with Chair Lowell Eaton and Treasurer Pat Cunningham to discuss budget alignment for the December financials. This will be due to a block grant that has just been received and staff will begin work on this month. The amendment will be presented to the board at the next meeting.

Agenda Item V. Business

Audits – FY10 and FY11

Ed Siegmund reported the financial audit for fiscal years 2010 and 2011 have been completed and results have been received. Mr. Siegmund presented a financial highlight of the past four fiscal years. The excess or lack of funds during this time period is due to the funding cycle being ahead or delayed from one fiscal year to the next. There is an excess of compensated absences (accumulated sick and vacation time) that would be paid out to employees at the time their employment terminated. Mr. Siegmund recommended that the board revisit the bylaws and policies on compensated absences to help prevent this excess from continuing to increase. Mr. Siegmund also noted that the revenues vs. expenditures for 2009, 2010 and 2011 reflect the RHSOC funds that have passed through our organization. He would like Ms. Cunningham and Ms. Jestis to create a method in the future to indicate those funds in our financial reports.

Office of Administration State Grant

Mr. Siegmund reported that each year the state of Missouri helps to support regional planning commissions with grant funds. The letter provided in the packet is confirmation that we have met all our necessary requirements as a regional planning commission and have been issued the appropriate funds from the state of Missouri.

New MO House of Representatives/Senate Districts

The board packet contains a copy of the most recent redistricting map for the House of Representatives and the Missouri Senate.

Federal Legislation Update – Transportation Bill

The National Association of Development Organizations (NADO) sheet in the packet explained two items being discussed in the new transportation bill that will impact regional planning commissions. One is a recommendation to reduce the number of MPO's by changing the current threshold from 50,000 to 200,000. This will be on the agenda for discussion at the January Transportation Advisory Committee meeting (TAC). The other recommendation is to strengthen the relationship between the State Department of Transportation and the RTPs. This will assist rural local officials with the transportation planning process.

Mid-Missouri Clean Energy Development Board Report (MoCEF)

In 2010 the Missouri legislature passed the PACE Act, providing authority for Clean Energy Development Boards to provide land based funding that will allow property owners energy efficiency improvements to a commercial building to be repaid through an assessment on their annual property taxes. The first project application will be processed in January. Mr. Siegmund indicated that Mid-MO RPC may provide fee based training seminars on how the program works but will not be engaged in the administration of day to day operations.

MoDNR 2012 303(d) Impaired Waterways List

The board packet included a proposed list and map of 303(d) streams that the Department of Natural Resources is classifying as impaired waterways. Mr. Siegmund wanted our county commissioners to be aware of these. This may impact any community that may use these streams for sewer plant discharge.

Current Work Program – Project Review

All six county hazard mitigation plans have been completed. Boone and Cole county plans are fully approved and remaining counties are up for review.

Mr. Siegmund reviewed the project list hand out of recently completed and/or projects that are currently underway by staff for the period of July 1, 2011 thru December 16, 2011. A \$75,000 grant has just been secured for the city of Russellville to help with the clean-up of a site across from the city hall to create a park.

Future projects include assisting local governments in the region in addressing needs identified in the Hazard Mitigation Planning Process, or other identified activities such as; cost/benefit analysis and GIS mapping.

Associate Memberships

A survey was conducted with other RPCs and responses regarding their policies for associate memberships have been inserted in the board packet. Comments/feedback was welcomed and discussion followed. Mr. Siegmund will draft a recommendation including the membership fee for the board to review.

Agenda Item VI. Committee Reports

Economic Development Advisory Committee

Pam Murray, EDAC Chair, reported the committee met at OCCl, Inc., in Callaway County. Draft meeting minutes are in the board packet. Ms. Murray announced that she has received information on the change of rebate levels for gas water heaters and furnaces for residential and small businesses from Jabbar Wesley, Missouri Gas Energy. This included an area map of their service area. Ms. Murray has sent this information on to Mid-MO RPC and would like for it to be distributed to committee members.

The next committee meeting will be at 9 a.m. on February 14, 2012. The meeting location will be the Columbia Regional Airport. The April EDAC meeting will be held in either Cooper or Cole County.

Transportation Advisory Committee

Eddie Brickner, TAC Chair, reported there was no committee meeting held in November.

Regional Homeland Security Oversight Committee

Ed Siegmund, Mid-MO RPC, reported that the Area F RHSOC funding for fiscal years 2010 and 2011 have been received and budget has been entered. This will now allow for procurement of area equipment and projects to be completed. The procurement requirement of the purchase of equipment changed and now requires one application for each area county.

Agenda Item VII. Announcements

An announcement from the White House Council on Environmental Quality is included in the board packet.

Ms. Murray announced that the city of St. Martin attended the Mid-MO RPC annual dinner and following the meeting expressed an interest to her in the RPC activities. Mr. Siegmund indicated that the RPC staff will follow up with the city.

Agenda Item VIII. Adjournment

Les Hudson made a motion and Pam Murray seconded to adjourn the meeting at 6:45 pm. Motion passed.